

Checklist of Requirements

1 – Case Details

Case reference number

Case name

Name of party completing this checklist

Are you the Applicant or Respondent in this case?

Applicant

Respondent

Is this checklist agreed between the parties?

Yes

No

2 – Checklist

Please tick the check box to indicate that the question has been answered

Dates to avoid for all advocates and their witnesses

Please include dates to avoid up to the **target date** outlined in the Standard Directions

A time estimate for the substantive hearing (please indicate whether this is a worst case time-estimate or a 'realistic' time-estimate)

Agreed format of the substantive hearing

In- person

Remote

Hybrid

Not Agreed

2 – Checklist continued

Is an agreed outcome likely?

Yes

No

If so, is there a likely date for the Agreed Outcome to be filed?

Are there any other matters for determination by the Tribunal at the CMH e.g. disclosure; special measures; anonymity; expert/medical evidence etc?

Yes

No

If yes, please specify below

Given the responses set out above do the parties still require a CMH?

Yes

No

If no, then do the parties wish to vacate the CMH and have any outstanding matters decided on the papers?

Yes

No

*** FOR RESPONDENTS ONLY** - Has the Equality, Diversity & Inclusion Monitoring Form been completed?

Yes

No (click [here](#) for the form)

*including Rule 17/Rule 19 Applicants'